

Regular Meeting
Thursday, Monday May 7, 2012
6:00 pm
Chowan County Public Safety Center
305 West Freemason Street

MINUTES

The Chowan County Board of Commissioners held their regular meeting on Monday, May 7, 2012 at 6:00 pm in the Chowan County Public Safety Center, 305 West Freemason Street, Edenton NC. Present: Chairman Eddy Goodwin, Commissioners Keith Nixon, Jeff Smith, Emmett Winborne, Ellis Lawrence, Ralph Cole and John Mitchener. Staff Present: County Manager Zee Lamb, Finance Officer Kim Woodley and Board Clerk Susanne Stallings.

Chairman Goodwin called the meeting to order and led the pledge. Commissioner Smith provided the invocation.

Public Comment

Chairman Goodwin called for public comment in accordance with NCGS 153A-52.1. There was none.

Retirement Recognition

Chairman Goodwin, on behalf of the Chowan County Board of Commissioners, recognized James C. Brabble for his retirement as an EMT with Chowan County EMS. He stated that Mr. Brabble's dates of service were 10/1/99 through 4/30/12.

Consent Agenda

Chairman Goodwin then presented the consent agenda.

a. Tax Release and Collector's Report (attached)

Asbury, J.	\$145.31	Vehicle traded
Brown, S.	168.87	SITUS Virginia
Chesson, L.	423.36	Charged to wrong account
Duck Inc.	190.02	Priced too high by computer
Farless, C.	162.10	Vehicle totaled
Goudy, A.	139.74	Vehicle traded
Jethro, D.	196.32	Vehicle sold
Layden, T.	104.50	Vehicle traded
Mouer, C.	241.83	SITUS Louisiana
Mouer, C.	201.17	SITUS Louisiana
Guinn, E.	133.18	SITUS Cabarrus County
Woodell, L.	104.37	SITUS Perquimans County

b. Approval of minutes

Minutes of the March 19, 2012 and April 2, 2012 meetings for Board review and approval.

c. Surplus Property

Board Clerk Susanne Stallings provided the Board with a list of items by department that staff has requested the Board declare surplus and list for sale on Gov Deals. A copy of the list is in the meeting file labeled May 7, 2012.

d. Budget Amendments

BA-1112-067			
3495	Extension	\$ 150	Increase revenue from prior year United Way receipts (fund balance)
		<u>650</u>	
		\$ 800	

4953	Extension	\$ 800	Increase appropriation for 4-H incubator project
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BA-1112-068			
3616	Senior Center	\$ 589	Increase revenue from Home Depot Community Card Grant

4268	Senior Center	\$ 589	Increase expenditures for Home Depot Community Card Grant
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BA-1112-069			
3616	Senior Center	\$ 1522	Increase revenue from donations building improvement

4268	Senior Center	\$ 1522	Increase expenditures for Building Maintenance and Repairs
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BA-1112-070			
3616	Senior Center	\$ 4500	Increase revenue from Senior Center Registration Fees

4268	Senior Center	\$ 4500	Increase expenditures for Travel Senior Center Participants
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BA-1112-071			
3990	911	\$54,541	Increase revenue from prior year Fund Balance

4270	911	\$ 54,541	Increase expenditures to purchase Mobile Message Switch
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e. Budget Transfers

BT-1112-012

4120	Admin	\$1,000	Decrease salary
5210	Mental Health	\$1,000	Increase contribution to cover the cost of ABC Bottle Tax Collections

BT-1112-013

4310	Sheriff	\$11,704	Decrease salary, FICA, Retirement, Hospitalization, Medicare
4330	Emergency Mgmt	\$11,704	Increase contribution to cover the cost salary, FICA, Retirement, Hospitalization, Medicare from Emergency Management Grant

Commissioner Nixon asked for clarification on 071.

Mr. Lamb explained this is E911 Fund money.

Chairman Goodwin asked if the monies in BA 070 are a pass through.

Mr. Lamb stated these revenues come from fees collected from participants.

f. PNC Credit Card Resolution

PNC has requested that the Board authorize persons to add to or modify credit card accounts for county employees, staff recommends the following persons be authorized to make changes: (a copy of the bank resolutions are in the meeting file labeled May 7, 2012.

Kim Woodley, Finance Officer
Kimberly Smith, Finance Officer Assistant
Zee Lamb, County Manager
Edward Goodwin, Chairman

Commissioner Cole moved that the Board approve items a-e. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Commissioner Winborne moved that Chairman Goodwin be included on the list of authorized persons and the PNC Credit Card Resolution be approved. Chairman Goodwin asked for all in favor, the motion passed (7-0).

NC DOT Project E-2973 A

Mr. Lamb presented the Board with information regarding an agreement from 1999 where the County and the Town of Edenton requested landscaping at specific interchanges on US 17 Bypass, the project was completed in 2004 and the County and Town assumed maintenance responsibilities. He stated that DOT has informed the County that current beds are in poor condition and DOT is requesting that the County agree to an offer from DOT to revamp the

flower beds at no cost to the county, consider removal of trees and enter into a new agreement requiring the county to maintain the flower beds.

The Board discussed the letter.

Commissioner Winborne asked what would happen if the county did nothing.

Mr. Lamb stated the county would not be in compliance with the 2001 agreement. He stated that the Town of Edenton is maintaining a couple of the flower beds.

Chairman Goodwin asked if the upkeep would be included in the mowing bid.

Commissioner Winborne recommended that the County Manager have a meeting with the Town Manager and DOT to discuss an agreement and look at costs for the project.

DSS Relocation

DSS Director Clifton Hardison requested permission to close DSS for three days while the move from the current to the new location takes place. The proposed closure dates are June 20, 21 and 22.

Commissioner Mitchener moved that the Board approve the request.

Mr. Lamb stated that the IT Director would like to request permission to hire the services of a vendor to assist with moving computers.

Commissioner Winborne asked if volunteers could be utilized.

Mr. Hardison stated that much of the information is classified or confidential.

Chairman Goodwin stated that could be handled administratively. He then asked for all in favor of the motion on the floor, the motion passed unanimously (7-0).

The Board discussed the need for possibly hiring persons to assist with moving the large amount of furniture.

Chairman Goodwin after the discussion stated the consensus of the Board is to allow the manager and the DSS director the opportunity to work out the details.

Swain Auditorium Repair

Maintenance Director, Terry Rose provided the Board with a quote for Board consideration for electrical repairs to Swain Auditorium for dimmer control boxes and replacing and reworking wiring on four light bars. He stated the wiring in the building is in need of immediate attention.

Commissioner Nixon stated that there is \$14,500 left in the budget for repairs and moved that the Maintenance Director be authorized to spend the money for the repair. There was no Board objection.

Art at Swain

Commissioner Mitchener requested that the Board consider moving the Chowan County History in Photography Exhibit from Swain Auditorium to the Public Safety Center where it may be displayed for the public to enjoy. Currently the photography is located in an area of Swain with low traffic and is susceptible to the elements and vandalism.

Commissioner Nixon stated he would like for the manager to study the ownership of the art in more detail. He recommended that the manager discuss this with Ann Perry.

Generators

Mr. Rose shared information on moving the generator from the County Office Building to the new DSS location.

The Board discussed the possibility of finding a generator in service now in the county and determining if it will work.

Commissioner Winborne mentioned that unit 3 is seeking a generator.

Diesel Conversion

Mr. Rose shared that many of the diesel tanks have been removed and converted to natural gas.

Animal Shelter Septic Repairs

Mr. Rose shared a plan to make additional repairs to the septic system at the Animal Shelter. Chairman Goodwin recommended that the manager and the maintenance director make the repairs where there are funds to do so and only bring back to the Board if needed.

External Board/Committee Reports

Chairman Goodwin asked the Board to report on the activities of the external boards to which they have been appointed.

Commissioner Cole reported on the activities of the ARHS Board noting a free dental clinic and financial updates.

Commissioner Lawrence shared information on the COA Board.

Commissioner Smith reported on the ARCD Board noting the Board is looking into partnering with municipalities.

Commissioner Nixon reported that Golden Leaf has begun meeting with the County and leaders.

LEPC Meeting

Cord Palmer reported that the LEPC committee appointed by the Board of Commissioners has met once and is preparing for an exercise in June. He stated that the Board may appoint a Commissioner to participate in the exercise and future LEPC meetings. Additionally he provided the Board with minutes from the first LEPC meeting.

Chairman Goodwin stated he would let Mr. Palmer know when an appointment has been made.

Information Technology Annual Report

Joe Sliva provided the annual report from the IT Department. (a copy of the PowerPoint is in the meeting file labeled May 7, 2012).

Bid for 2014 Revaluation

Mr. Lamb asked the Board to consider a bid from Pearson's Appraisal Service to conduct the 2014 county wide revaluation. He noted that Pearson is local to the area. He stated he negotiated the price \$19.10 per parcel. He stated that with no bond the price could be lower.

Mr. Kopley stated that Pearson would have to request that they forego a bond. He stated the company is bonded but the project also is bonded. He stated that the company would start in the spring.

Chairman Goodwin asked how much the County has in the revaluation fund currently.

Mr. Lamb stated that approximately \$175,000 is in the fund.

Commissioner Winborne moved that the Board accept the proposal to hire Pearson's at \$19.10 per parcel and not relieve them of the performance bond.

Mr. Lamb stated he will come back to the Board if the Bond can be relieved. He noted that \$25,000 will be budgeted to contribute to the revaluation and Pearson's will accept the final payment in July 2014.

Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Finance Officer Report

Finance Officer Kim Woodley will provide the Finance reports at the day meetings.

Timely and Important Matters

Richard Pollack spoke about his Board of E&R appeal. Chairman Goodwin stated that he will be given the opportunity to speak during the Board of E&R hearing.

Delinquent Tax Collections

Mr. Lamb reported that two of the larger delinquent tax accounts have paid.

Commissioner Mitchener moved to adjourn the regular meeting, Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Adjourn

**Chowan County Board of Equalization and Review
Meeting
Monday May 7, 2012
Chowan County Public Safety Center
305 West Freemason Street**

Present: Chairman Eddy Goodwin, Commissioners Keith Nixon, Jeff Smith, Emmett Winborne, Ellis Lawrence, Ralph Cole and John Mitchener. Staff Present: County Manager Zee Lamb, Finance Officer Kim Woodley and Board Clerk Susanne Stallings.

Oath

Clerk to the Board, Susanne Stallings administered the Oath to the Commissioners as they serve as Board of Equalization and Review Board.

Presentation of Appeals

Chairman Goodwin stated that citizens having appropriately and timely appealed their property valuations to the Tax Department will be heard and the Tax Administrator will respond.

108 Center Hill Road – Pollock

Chowan County Total Tax Value \$361,906
Owner Appeal, request of value to be \$232,000

Mr. Richard Pollock of 108 Center Hill Rd. stated he wished to appeal a letter he received regarding the change in assessed value of his property. He stated that the patio fencing and other upgrades triggered the change in value. He stated that the appraisal is 56% higher than the buying cost of the home. He stated the increase in value because the fence was not fair.

Mr. Kep Kepley with the Chowan County Tax Office shared the property tax card and photos of the residence. He stated that the general statues limit the county's ability to adjust values. He stated the home was purchased in foreclosure and the sale is not indicative of the market value. He stated the upcoming 2014 revaluation would take into account the market.

Commissioner Winborne asked if there were any errors such as measurements that the Tax Office has looked into that may impact the mathematical value.

Mr. Kepley stated the appellant was challenging the adjustment in value and not the value of the home. He stated the fence was noticed in March.

Commissioner Smith asked if all other values remained the same.

Mr. Kepley stated yes.

Commissioner Nixon stated that while the market may seem unfair with regards to values, the market is good for buyers. He stated he did not see how the Board could legally make an adjustment.

Chairman Goodwin noted the Board is limited to only adjusting values during the revaluation.

Mr. Kepley stated that was correct or if there was a mathematical error.

Commissioner Smith noted that while the times are unusual, if the situation was reversed, the county is not able to increase the value either.

Mr. Pollack thanked the Board for the opportunity to appeal and the opportunity to speak.

125 Dye Plant Road- Griffin

Chowan County Total Tax Value \$3,573,676

Owner Appeal, request of value to be \$2,000,000

Roger Cotten stated he was representing Mr. DH Griffin. He stated that the property was purchased for \$900,000 and demolition and clean-up was performed on the site. He stated that Mr. Griffin feels the valuation is unfair.

Mr. Cotten thanked the Board for the opportunity to speak.

Food Lion

Teresa Purvis with County Tax Services asked for the opportunity to make the Board aware of an appeal by Food Lion regarding the discovery during a business audit. She stated that \$342,000 was discovered. She provided the Board with a list of assets for Food Lion. She noted that \$542,000 were discovered and appealed as lease hold improvements. She provided the Board with a memo regarding situations where the State of North Carolina says that agreements may not be made to give away taxes and fixtures are part of the real-estate.

Chairman Goodwin asked if the Landlord should list the fixtures.

Ms. Purvis stated no, the landlord would not know knowledge of the improvements and Food Lion owns the fixtures.

There was no representative present on behalf of Food Lion. The Board discussed the notification of the public meeting. Mr. Kepley stated he has called the consultant on the appeal hearing and received no call back. Mr. Kepley added that the meeting was advertised in the paper.

Chairman Goodwin called for any further appeals there were none. He then asked the Board to take action on each of the three matters:

108 Center Hill Road – Pollock

Commissioner Nixon moved that the Board deny the appeal. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

125 Dye Plant Road Rd. – Griffin

Commissioner Smith moved that the Board deny the appeal. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Food Lion – Discover Appeal

Commissioner Cole moved that the Board deny the appeal. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Being no further business, Chairman Goodwin declared the meeting adjourned.

Chairman
Edward C. Goodwin

Clerk